Supervisor Quick Sheet

Emergency (Emer)

9 1 1

When calling from a cell phone, inform the dispatcher to transfer to RIA on-post dispatcher.

COIC: (Avail 24/7) x4815

Non-Emer Fire: x6107

Non-Emer Police: x6116

Garrison Safety Ofc: x1380

ASC Safety Ofc: x0404

RALLY POINTS:

Quadrant: _____

Fire rally point: _____

Tornado rally point:

_____

Off Island rally point:

_____

Office Fire Marshall: _____

Floor/Bay Fire Marshall Warden:

_____

Employee Failure to report and/or call work contact non-emer police for welfare check

CPR POC: _____

LEGAL POC: _____

Suicide Hotline: --------- 800-273-8255

Environmental Office: ---------- x7907

Industrial Hygienist: ---------- x0806

Human Resources: ---------- x1292

Personal Wellness:

Blood Drive: ---------- 359-5401
Chaplain: ---------- x0910
EAP: ---------- x4357
Health Clinic: ---------- (309) 782-0805
M-F 0700-1545 Appt only

Admin Support:

CAC Office: ---------- x0596/0597
Security Badge/Decal:

Hyperlinks

RIA Emergency Weather
Incident Notification Form
RIA Emergency Guide

Intranet Safety ICON
Army Safety
ADPAAS – Army Disaster Personnel Accountability & Assessment System
Garrison Safety Forms
Report Unsafe Conditions - DA 4755
Workers' Compensation Office

Staff Medical Alert(s):

_____

_____

_____

_____

Employee Quick Sheet

Emergency (Emer)

9 1 1

When calling from a cell phone, inform the dispatcher to transfer to RIA on-post dispatcher.

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RALLY POINTS:

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_____

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_____

Office Fire Marshall: _____

Floor/Bay Fire Marshall Warden:

_____

Basic Safety Tips:

Wear non-slip shoes

Lift objects cautiously,
- Bend legs
- Do not use your back

Secure electrical cords under desk

Don't leave drawers open

Work Smart; organize your desk

No coffee cup warmers

Personal Wellness:

Blood Drive: ---------- 359-5401
Chaplain: ---------- x0910
EAP: ---------- x4357
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Workers' Compensation Office

Personal Information:

Emer POC: _____

Medical Alerts: _____

Allergies: _____

Other medical: _____

_____